



Town of Rowe
Board of Selectmen Minutes
Monday, June 1, 2020 –6:30 p.m.
VIA TELECONFERENCE

This meeting will be held via video conference, consistent with Gov. Baker's temporary modifications to Open Meeting Law.

REMOTE PARTICIPATION INFORMATION:

Video and/or audio

Meeting Host: zoom.us

Meeting ID: 288-065-7034

URL: <https://zoom.us/j/2880657034>

Telephone: 312-626-6799

Present: Chair Chuck Sokol, Vice-Chair Jennifer Morse, Ed Silva, Selectman and Executive Secretary Janice Boudreau

Audience: Town Moderator Bob Clancy, Joanne Semanie, Paul McLatchy III, David Dvore, Rosemary Gordon

Call to Order: The meeting was called to order by Chair Sokol at 6:30 p.m. via remote participation.

MOTION: Roll call vote to call to order:

Chair Sokol: **yes**

Selectman Silva: **yes**

Vice-Chair Morse: **yes**

Announcement of recording devices: two

Scheduled Presentations/Joint Meetings

6:30 p.m. Town Moderator Bob Clancy to Discuss Town Meeting:

There was discussion about selecting a Town Meeting date and whether to host outdoors. It was settled upon selecting Saturday, the 20th of June starting at 10:00 a.m. Mr. Clancy said he had met with area Town Moderators to learn how to safely conduct a town meeting. It was recommended to present a consent agenda for non-money items of the warrant at the onset to reduce the time spent on the meeting and put a few articles and allowing enough time for questions and discussion. A consent agenda would move items in a timely and efficient manner and he would send a letter to citizens to explain the decision and the process which would accompany the town warrant and supplemental information sent to citizens. Mr. Clancy said that in the event of rain, he would meet to open the meeting and recess it and the rain date was set to Sunday, June 21st, in the afternoon at 1:00 pm. It was decided to meet on Monday, June 8th at 1:00 p.m. on the school grounds to work out a plan and have the Board of Health Chair attend and work out procedures for disinfecting and what will be needed.

Stipend Committee- The Finance Committee asked if Mr. Clancy would form a Stipend Study since members of the Finance Committee did not have a quorum with financial ties to a member or family member, therefore, needed an unbiased committee. Mr. Clancy agreed to make some inquiries to form a committee.

Meeting Minutes:

Minutes 04-21-2020:

Motion to Accept Minutes: Vice-Chair Morse made a motion to accept the Minutes of April 21, 2020 as presented. The motion was seconded by Chair Sokol.

Roll Call Vote: Minutes of April 21, 2020:

Chair Sokol: yes

Vice-Chair Morse: yes

Selectman Silva: abstained

Minutes 05-07-2020:

Motion to Accept Minutes: Chair Sokol made a motion to accept the Minutes of May 7, 2020 as written. The motion was seconded by Vice-Chair Morse.

Roll Call Vote: Minutes of May 7, 2020:

Chair Sokol: yes

Vice-Chair Morse: yes

Selectman Silva: abstained

Minutes 05-14-2020:

Motion to Accept Minutes: Chair Sokol made a motion to accept the Minutes of May 14, 2020 as amended. The motion was seconded by Selectman Silva.

Roll Call Vote: Minutes of May 7, 2020:

Chair Sokol: yes

Vice-Chair Morse: abstained

Selectman Silva: yes

Minutes 05-19-2020:

Motion to Accept Minutes: Chair Sokol made a motion to accept the Minutes of May 19, 2020 as written. The motion was seconded by Selectman Silva.

Roll Call Vote: Minutes of May 19, 2020:

Chair Sokol: yes

Vice-Chair Morse: yes

Selectman Silva: yes

Contracts:

FRCOG- Permission to Contract Collective Highway Products and Services Bids FY2021:

The Contract for Chief Procurement Officer Andrea Woods of Franklin Regional Council of Governments (FRCOG) to bid for the FY21 Highway products was reviewed.

Motion to Contract: Chair Sokol made a motion to contract Chief Procurement Officer Andrea Woods of Franklin Regional Council of Governments (FRCOG) to bid for the FY21 Highway products. The motion was seconded by Selectman Silva.

Roll Call Vote: FRCOG Bid Contract:

<u>Chair Sokol:</u>	<u>yes</u>
<u>Vice-Chair Morse:</u>	<u>yes</u>
<u>Selectman Silva:</u>	<u>yes</u>

Noteworthy Announcements: None

Correspondence/Citizen Comments: None

Municipal Light Plant Broadband Project Updates and Discussion:

There was discussion about paying off some of the debt for broadband with the proceeds from the grant recently received from the Executive Office of Housing and Redevelopment (OEHD) for a total of \$301,000.00 which are currently in the non-interest bearing account for the Last Mile Grant. There was a balance of \$ 23, 516 from the state house loans.

Town Administrator Draft Bylaw Proposal:

There was discussion about putting a bylaw on the Annual Town Meeting Warrant to protect the Town Administrator position and prevent change from a future Board of Selectmen. There would have to be special legislation for the bylaw to be taken into effect since the powers given to the position would be greater than the Board of Selectmen. There was discussion about combining the salaries of the administrative staff into one line item and should the bylaw receive voter approval, the salaries could be adjusted to the new positions at a later date. It was decided to confer with Town Counsel on the matter.

FY21 Budget Finalization

The FY21 Budget was reviewed and final details addressed and Vice-Chair Morse said she wanted to speak with the school Superintendent John Franzoni and finalize the budget on Thursday.

Discuss Old Home Day Cancellation

Vice-Chair Morse said that she would not make a decision about the Old Home Day without consulting with the Board. She felt that the cancellation was the best decision due to the COVID-19 pandemic.

Motion to Cancel Old Home Day: Vice-Chair Morse made a motion to cancel Old Home Day 2020. The motion was seconded by Chair Sokol.

Roll Call Vote: to Cancel Old Home Day:

<u>Chair Sokol:</u>	<u>yes</u>
<u>Vice-Chair Morse:</u>	<u>yes</u>
<u>Selectman Silva:</u>	<u>yes</u>

Request a Line Item Transfer – Board of Assessors:

Board of Assessors Chair Rick Williams requested \$1000.00 be transferred from the Assessors Stipend/Wages account to the Assessors Consultant/Legal Support Account. The recent invoicing exceeded the amount of funding in FY20 due to Consultant charges and the Assessors Stipend/Wages account had funds due to the late hiring of the Assessors Clerk.

Motion to Approve Line Item Transfer: Chair Sokol made a motion to approve the Line Item transfer from the Assessors Stipend/Wages Account to the Assessors Consultant/Legal Support Account for the amount of \$1,000.00. The motion was seconded by Vice-Chair Morse.

Roll Call Vote: to Approve LIT-01

<u>Chair Sokol:</u>	<u>yes</u>
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Vice-Chair Morse: yes

Selectman Silva: yes

Request a Line Reserve Fund Transfer – Board of Selectmen:

There was discussion about the shortfall in the FY20 Legal Account and outstanding needs from Town Counsel, including review of the Warrant, attendance at Annual Town Meeting and a few other items.

Motion to Approve Reserve Fund Transfer: Chair Sokol made a motion approve to the Reserve Fund Transfer to the Legal Account for the amount of \$3,000.00. The motion was seconded by Vice-Chair Morse.

Roll Call Vote: to Approve RFT-01

Chair Sokol: yes

Vice-Chair Morse: yes

Selectman Silva: yes

Next Meeting:

It was decided to meet on Thursday at 6:30 p.m. to finalize the budget and the Annual Town Meeting Warrant In addition the following topics:

- Finalize FY21 Budget
- Hut discussion
- Summer Youth Program
- Accountant Agreement
- Formulating the 1/12th budget as a back-up plan should the town meeting not take place
- Bylaw and Town Administrator

Unforeseen Business (within preceding 48 hours): None

Adjournment:

MOTION: Vice-Chair Morse made a motion to adjourn the meeting at 9:01 p.m. The motion was seconded by Chair Sokol.

A roll call vote was taken:

Chair Sokol: yes

Vice-Chair Morse: yes

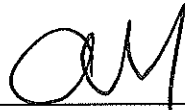
Selectman Silva: yes

Respectfully Submitted,

Janice Boudreau, Executive Secretary

Approval Date: _____

Approved:



Chuck Sokol, Chair

Selectman Jennifer Morse, Vice-Chair

Selectman Ed Silva

Documents:

1. Agenda 06/01/20
2. Meeting Minutes 04/21/2020
3. Meeting Minutes 05/07/2020
4. Meeting Minutes 05/14/2020
5. Meeting Minutes 05/19/2020
6. Request for Line Item Transfer
7. Request for Transfer from the Reserve Fund
8. Email re: Rowe School Budget from Jennifer Macksey and Chair Sokol
9. FY21 Draft Budget
10. Draft ATM Warrant
11. Draft Town Administrator Bylaw Samples
12. FRCOG- Permission to Contract Collective Highway Products and Services Bids FY2021